

COLLINGHAM PARISH COUNCIL EMERGENCY COMMITTEE

MINUTES OF THE MEETING OF TUESDAY 12 NOVEMBER 2013 HELD AT COLLINGHAM FIRE STATION

1. Apologies – Michael Copleston
2. Present –Chris Allen, Wayne Brooks, Derek Evans, Jane Guest, Stella Herbert, Andrew Hindmarsh, Marcia Parkin, Tim Sheldon, Rosie Scott (Chair), Karen Emery, Emergency Planning Officer, Notts CC, Celia Lunn Emergency Planning Officer and CCTV Coordinator NSDC, Terry McQuaid Emergency Planning Officer Nottinghamshire Police
3. The minutes of the meeting of 23 July 2013 were accepted.

4.	<p>Review of Emergency Plan – review of the plan previously circulated A cascade list is being compiled, still waiting for hear from some people whether they wish to be on the list. Brough and Danethorpe need to be considered.</p> <p>Celia Lunn and Karen Emery requested copies when complete Jane to ask John Laycock if a similar process is in place at Girton and obtain a copy if so. Jane will also pass Wayne Brooks contact details to Mr Laycock for use in an emergency.</p> <p>Celia will look at the plan and review. Its overall purpose is to make us more resilient.</p> <p>Karen Emery spoke about the road closure training. We need to supply a map showing where Low Street and the roads that join it would need to be closed. Stella will provide a map. We would have our own signs which would be stored at the Burial Ground store.</p> <p>Celia advised that sandbags are not being provided this year. There is a suggestion that Parish Councils can get together and bulk buy bags to reduce costs. Self-resilience is being promoted across the district.</p> <p>Stella will pass the plan to Notts Police Control Room.</p> <p>Terry McQuaid stated that the time the plan is activated is critical, and that an activation procedure should be clearly stated for all events.</p> <p>Tim Sheldon raised problems with the non-emergency police number 101. He also suggested that the Committee needs a medical expert on it.</p> <p>Wayne will contact a doctor he knows at Swinderby.</p> <p>Other local residents who have relevant skills, tree sugeons, builders, medical/midwifery knowledge etc. were suggested as possible contacts.</p> <p>Terry suggested that a table top exercise be carried out to find any weaknesses in the plan and also that consideration needed to be made as to how far the plan was to extend geographically.</p> <p>First Aid Courses – review and feedback now that the first course has taken place</p> <p>Feedback from the first course has been good, with several delegates interested in completing higher level training. The next course on 5 and 6</p>	<p>Action by</p> <p>RS/JG</p> <p>JG</p> <p>JG</p> <p>CL</p> <p>SH</p> <p>SH</p> <p>WB</p>
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5.	<p>of December is fully booked.</p> <p>Stella has also tracked down the missing Collingham defibrillator and will see if it can be brought to Collingham.</p> <p>The Committee wishes to record its thanks to Stella for all her hard work and enthusiasm, it is very much appreciated.</p>	SH
6.	<p>Flood warnings – to discuss how these are dealt with once received and communicated</p> <p>Celia will add Jane and anyone else who would like information to the NSDC weekly forecast</p> <p>Tim mentioned that there is no access to Cromwell Weir for emergency vehicles. Lafarge Tarmac will be contacted to see if a stone track could be provided between the fisherman’s car park on Westfield Lane and the Weir.</p>	CL JG
7.	<p>Next steps for the Emergency Committee – to agree the priorities for the Committee moving forward</p> <p>The Emergency Plan needs to be circulated to all members of the committee and agreed – this can be done by email</p> <p>The cascade contact list needs completing</p> <p>See if the defibrillator can be brought to Collingham</p> <p>Arrange road closure training</p> <p>A map will be plotted to show where Committee members and contacts live in the Parish</p>	DE RS/JG SH JG RS/JG
8.	<p>Any other business:</p> <p>Stella has a contact on British Transport Police who will be invited to the next meeting</p> <p>Andrew Hindmarsh talked about the ‘Be a good neighbour’ scheme. It was agreed that details would be put in the next Fleet article</p> <p>Rosie talked about parking problems in the village that are preventing access by emergency vehicles, particularly on Windsor Close, Swinderby Road, Braemar Road and Regents Close. Wayne will try to obtain leaflets to be delivered in the problem areas. He will also discuss the problem with his area manager. Photos need to be taken where problems are witnessed</p> <p>Terry suggested registering for alerts on the Notts Police website for the Neighbourhood Alert Scheme.</p>	SH AH/RS WB ALL
9.	Date of next meeting – Tuesday 11 February, 7.30pm at the Fire Station.	ALL